

**Water/Wastewater Commissioners’  
Meeting Minutes  
February 19, 2013**

Present: Robert E. Courage, Chairman  
Michael E. Putnam, Member  
David Boucher, Superintendent  
Absent: Dale A. White, Vice-Chairman

**Call to Order:**

Chairman Courage called the meeting to order at 6:00 p.m.

**Decisions:**

Approval of Meeting Minutes – Commissioner Putnam made the motion to approve the minutes of the February 5, 2013 meeting as amended. Chairman Courage seconded the motion. All voted in favor.

**Discussion/Information Items:**

Septage Receiving Facility Project Update – Superintendent Boucher said the facility is still under repair, with Weston & Sampson representatives having been on-site February 14, 15 and 19. Lakeside representatives were on-site today as well, and the repairs to the gland and housing to the Lakeside equipment will continue tomorrow. Septage activity has been minimal and is being rerouted to the Main Pump Station while these repairs are underway. The check valve repair has not been completed; the part is on order. Mr. Rene LaBranche, Stantec Consulting, will oversee the heating issues, including temperature loss, lubrication and sealing, which is anticipated to be at no additional cost to the Town. Replacement to a larger heating unit may be necessary. Commissioner Putnam inquired about the sizes of the heating units inside the Septage Receiving Facility.

NPC Site – Mr. Boucher referred to the report he received late in the day from Mr. Greg Smith, Wright-Pierce, which cited high sodium results in Monitoring Well #3, at the western corner of the building, which is a low-drainage location, and may be due to an accumulation of road/parking lot salt. Mr. Boucher said Mr. Smith told him he has not seen any issues that would affect future development of a well in that location. Analysis results that were higher than expected include aluminum, arsenic, sodium and manganese, which will be explained in greater detail by the Wright-Pierce engineers invited to attend the next BOC meeting.

Curtis Well Electrical & Instrumentation Improvements Project Update – Superintendent Boucher said the conduit digging is scheduled to begin March 15. G. A. LaFlamme is anticipating receipt of the specifications from Square D prior to March 15. The VFD is being fabricated.

Switchgear Bid & Project Update – Superintendent Boucher said he spoke with Mr. Radvar, SMR Design. Mr. Boucher expects to receive the insurance and bond paperwork tomorrow from Electrical Installations so that the Notice to Proceed may be signed at the next commissioners’ meeting.

Superintendent 2013 Goals – Superintendent Boucher distributed the status of 2012 goals and the performance review process instructions received from Mrs. Bolduc, Director of Human Resources. Mr. Boucher informally apprised the commissioners with the status of each of the 2012 goals. The full Board will discuss these items in more detail during the next commissioners’ meeting.

Activities Report – Reviewed by the Commissioners. Commissioner Putnam inquired about the Curtis Well generator repairs performed by Milton Cat.

Miscellaneous Water Utilities Department Project Updates – Mr. Boucher said he will meet with Attorney Drescher on March 26<sup>th</sup> regarding the Inter-municipal Agreement with Wilton. The 33 page document drafted by TeTon Environmental will be reviewed. A Homeland Security assessment presentation will be given by Mr. Ronald Peimer on February 22<sup>nd</sup>. A Dram Cup water model is expected this week from Wright-Pierce.

**Future Appointments/Meetings:**

The next Water and Wastewater Commissioners’ meeting will be held at 2:00 p.m. on Tuesday, March 5, 2013 at the Water Utilities Department, 564 Nashua Street.

**Adjournment:**

Commissioner Putnam made the motion to adjourn the meeting at 6:52 p.m. Chairman Courage seconded the motion. All voted in favor.

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Robert E. Courage, Chairman

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Date

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Michael E. Putnam, Commissioner

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Date